

# **WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE**

**Minutes of January 26, 2010 Meeting**

**Warren Town Hall, 2nd Floor**

**7:00 pm**

**[www.wvhdc.org](http://www.wvhdc.org)**

**Attendees: BG (Ret.) Richard J. Valente, Janet O'Brien, Chris Fuller, Eileen Collins and John DaSilva**

**Absent: Ed Theberge and Patricia Read**

**Location: Planning Board Conference Room, Warren Town Hall**

## **1- Call to Order**

**Chairman Richard J. Valente called the meeting to order at 7:06 pm.**

## **2- Review Applicants**

### **a. Phoebe Murdock/James Murdock**

**18 Washington Street**

**Caleb Murdock presented the invoices, “after photographs” and cancelled checks on the completed project. The initial amount approved for roof repair was \$5,700, which the documents showed was paid.**

**Mr. DaSilva made a motion to approve/finalize the project for historic**

**tax credits, seconded by Mr. Fuller. The motion passed unanimously.**

**b. Brian and Renee MacDougall**

**33 Laurel Lane**

**Mr. MacDougall presented “after photographs” and a list of supplies he purchased along with invoices for those purchases, and proof of payment to the contractor. He explained that he had deducted selected amounts from the supplies list as these were materials not approved by the committee. The original approval in April, 2009, was \$7,500 for roof repairs and exterior painting. The final total was \$8,082.43.**

**Mr. DaSilva made a motion to approve the latter amount contingent upon the committee’s receipt of a breakdown/summary of supplies and labor. Mr. Fuller seconded the motion which passed unanimously. Mr. MacDougall said he would give the summary to the secretary within the week.**

**3- Review of Minutes**

**a. December 15, 2009**

**Gen. Valente asked for a clarification of an item in the minutes that dealt with the Building Official and the final approval of the Lombard Pozzi application. Mr. DaSilva explained that the committee wanted the Building Official’s approval of “use or non use of underlayment “on the roofing project. He asked the secretary to amend the minutes to denote that request.**

**Ms. Collins made a motion to approve the minutes with the amendment, seconded by Mr. Fuller. The motion passed unanimously.**

**.**

#### **4- Old Business**

##### **a. Financial Report**

**Mr. DaSilva reported that the only expense in January was the secretary stipend and that \$690 had been spent year to date. The WVHDC is \$1,270 under budget, he said.**

##### **b. Status Report**

**Mr. DaSilva pointed out updates to the status report such as the removal of the now completed Payson Blount project. The current total amount of open projects is \$100,785.**

**The committee discussed presenting a a status report to the Town Council and debated if a complete report from “Day One” should be submitted, or a quarterly or an annual report.**

**Mr. DaSilva said since the WVHDC was established 10 years ago, the Town has allocated \$199,000 in historic tax credits. Over that time, \$1.194 million has been spent on property repair/improvements.**

**It was agreed to make a presentation to the Council at the March 9, 2010 Town Council Meeting.**

##### **c. Standards & Guidelines**

**Revision to the Standards & Guidelines continues. Gen. Valente told Mr. Fuller, who is spearheading the project, that he has some suggestions for the revision. Gen. Valente said he would write out his comments re-the document and send them to committee members.**

**Following up on an observation from Mr. DaSilva, the committee discussed tax credits for new construction. Although included in the original Standards & Guidelines, new construction might possibly be eliminated in the future, he said. No vote was taken.**

#### **5- New Business**

**General Valente told the committee he had submitted the 2010-2011 budget to the Town Manager.**

#### **6- Adjournment**

**Mr. DaSilva made a motion to adjourn the meeting, seconded by Mr. Fuller, and passed unanimously by the committee. The meeting was adjourned at 8:22 p.m.**